

AGA Chapter Executive Committee Meeting November 20, 2014

Submitted by Janet Stewart, Secretary

The chapter Executive Committee for the Nashville chapter met on Thursday, November 20, 2014, in the 21st floor conference room A of the William R. Snodgrass Tennessee Tower.

Attendees

Chapter Executive Committee (CEC) members present: Michelle Earhart, President; Penny Austin, President-Elect; Rusty Lacy, Past-President; Janet Stewart, Secretary; Sandra K. Brown, Treasurer; Pamela Marks, Alicia Reynolds. **Calling In-** Michael Edwards, Cindy Hobbs, Hellens Cruz-Sanchez.

Committee members present: Drew Sadler, Michael Winston, Alexander Warns, Scarlet Sneed, Bridget Carver, Karen Hale.

Call to Order

Michelle called the meeting to order at 11:20 a.m.

Agenda

Janet Stewart passed out the agenda to those who did not have a copy.

Minutes

Michelle asked if there were any changes to the minutes. There were none. Michael Winston motioned that the minutes be approved. Pamela Marks seconded the motion. The minutes were approved.

Reports from Officers and Committees

Immediate Past President

Nothing to report; however, Rusty requested that announcements and items to be put on the power point for the luncheon be given to him by Wednesday, 11/26, as early as possible.

President-Elect

Penny Austin – nothing to report

Secretary

Janet Stewart had nothing to report

Treasurer

Sandra stated that Nathan Abbott was helping with the chart of accounts. There was nothing else to report at this time.

Accountability Outreach

Nothing to report and Gerry was not in attendance

Awards

Two nominations will be submitted

CGFM

Drew stated that there was nothing new to report. There are 15 currently signed up to take the course, 24 is the breakeven point and 25 is the minimum goal. The course can hold up to 30.

Community Service

Pamela Marks stated that we collected 103 lbs of food, and \$335 for Second Harvest Food Bank. We will be collecting for the Little Soldiers during December.

Early Careers

Alicia Reynolds and her committee will get the Scavenger Hunt ready for the newsletter and this will roll-out after Christmas. The deadline is Jan 31st. The winner will get registration, hotel and \$150 for the Regional PDT Conference in Gatlinburg. This is opened to all Early Careers, except those on the committee.

Education

Michael Winston passed out the following report:

11-5-14	Web Conference	2 hours CPE	38 participants
11-19-14	Web Conference	2 hours CPE	45 participants

Next Web Conference is December 10, 2015 "How Do You Spell SUCCESS? Ethics!"

Winter Seminar - Registration and Schedule for the Winter Seminar should be released either next Monday or Monday December 1st. Someone from Education (either Rachelle or Michael) needs to make an announcement at the December luncheon regarding registration. We plan on having flyers to put on the tables and something for the slide show.

REMOTE SITES

Remote Sites offered for Winter Seminar-- CFE is offering remote locations for their training the day before the Winter Seminar in Knoxville, Cookeville, and Jackson. I propose we do a trial run for remote sites in Cookeville and Jackson. I did not want to try Knoxville this year because of the Southeast Regional PDT in Gatlinburg.

There will be no additional charge to the Education Committee's budget for these remote sites. The only expense for these remote sites is food costs which is already budgeted under the Education Committee's budget.

These remote sites are being held in conference rooms reserved by the Comptroller's Office free of charge. Therefore, since the winter seminar is the following day, the equipment will already be set up at NSCC as well as the remote locations.

How this works – The Comptroller's Office owns the necessary equipment to broadcast the presentations to remote sites. Nashville State Community College has high-speed internet that allows for the broadcast to be sent via the LYNC system. The remote sites will be able to view both the speaker and the powerpoint presentation on a split screen. Nathan Abbott and his staff have agreed to help with the broadcast. Someone from his staff will be the group monitor at Cookeville and Jackson. The Education Committee will coordinate with these group monitors regarding food for breakfast and snacks.

With CEC approval, we would use some of the Comptroller's employees as a trial run this year.

The Comptroller's office has staff scattered throughout the state. We normally bring in several staff that lives in or around Cookeville and Jackson for the Winter Seminar. If the remote sites do not work well during the CFE training the day before, we could easily ask these people to come to Nashville for the training. The Comptroller's Office has used these remote sites for trainings in years past and it has worked out well. If the remote sites work out well, we could advertise offering the sites next year for area schools, other state departments (I know Department of Revenue has several locations throughout the state).

We plan on charging the same price for participants at the remote sites.

The question was asked if the remote sites would be used for webinars, Michael stated that it would specifically be used for the Winter Seminars. It would not be cost effective for the webinars.

The benefit of the remote sites is that it would open up the market so that individuals would not have to come to Nashville, and in the long term, it could be opened up to surrounding states.

Finance

Alex will be at the December luncheon to collect money.

Meetings and Attendance

Scarlet Sneed's report was as follows:

1. As of November 20, 2014
 - Number of attendees signed up for the upcoming meeting: 62
 - Number of standing reservations: 18
 - Number of guests: 3
 - Number of new members attending meeting: there were several

Reminder – The deadline to sign-up for December 1st meeting is Wednesday, November 26 at noon. This is the day before Thanksgiving.

2. E-mail announcement dates - 1st, 2nd, and final.
 - November 17, 2014 - Monday
 - November 24, 2014 - Monday

- November 26, 2014 – Wednesday
3. DoubleTree Luncheon Locations
 - December 1 – Salon E*
 - January 5 – Salon E*
 - February 2 – Salon DE
 - March 9 – Salon E* (Joint Meeting with CTAS and MTAS)

*Please note that Salon E will accommodate 130 people with the screen and projector.

4. Invocation to be delivered by **Ron Boniol**
5. Names of money collectors for the December 1, 2014 meeting: Alex Warns and will get another person
6. CEC & Member Luncheon Meeting Information report (didn't get to complete this).

Membership

AGA National website membership statistics. Current members 370 and new members 27. New members in September: 6; new members in October: 7; and new members in November: 4.

Karen Hale stated that this was the most new members we've had in a long time.

Newsletter Karen Hale stated that December 5th was the deadline for submitting items for the newsletter.

Program The program committee confirmed the following presenters: January – Director Mark Gwynn (TBI) and February – Bill Miller, AGA National President. The following are tentative speakers: April – Greg Adams, Chief Operating Officer. The committee is meeting next week to get a speaker for March. Hellens reported that the mixer was a success and she thanked Nathan Abbott and Cindy Hobbs for all the help that they provided. The attendance was small, but a success in that got to have good conversations about ideas for future membership drives. They're meeting on Friday with Bridget Carver to discuss the ideas. A survey is being sent out before Christmas to the membership to lock down a venue and move forward on the Spring Social.

Website

President Michelle had nothing new to report.

Adjourn

The next CEC meeting was scheduled for Thursday, December 18, 2014, and Michelle Earhart adjourned the meeting.